

The Little Traverse Bay Bands of Odawa Indians

Gaming Regulatory Commission

911 Spring St, Petoskey, MI

Minutes

May 06, 2011

Regular Meeting

Call to Order by Chairperson at 5:40pm.

Commissioners Present - Beverly Wemigwase, Chairperson; Vice-Chairperson position vacant; and Marilyn Hume, Secretary/Treasurer

Regulatory Staff Present - Vince Cook, Regulatory Director; Aaron Wemigwase, OCR Surveillance,

Agenda - Motion made and carried to approve agenda with New Business added: a. Policy Revisions.

Minutes- Motion made and carried to approve GRC minutes of April 18, 2011 at the Regular meeting on May 06, 2011 as presented.

Public Comment - Open-5:53pm Close-5:54pm

Phone Polls – none

Regulatory Commission Report

- a. Chairperson Bev Wemigwase. Back to work. Request to be allowed to attend work sessions as needed per phone poll for GRC business. Request to change schedules Regular meetings on May 16th (family medical) to May 20th (Friday) and May 30th (Monday-holiday) to June 3rd (Friday). Working on Quarterly report. Motion made and carried to accept Chairperson's verbal report.
- b. Vice-Chairperson position vacant.
- c. Secretary/Treasurer Marilyn Hume. Has moved to Marquette as of April 30, 2011. Will continue with attending GRC meetings, work sessions and hearings as needed. Review of R&E report ending 3/31/2011. Motion made and carried to accept Secretary/Treasurer verbal report.

Regulatory Department

- a. Internal Audit-Monthly Status Report for Internal Audit for March 2011 prepared by Cyndi Henderson, Internal Audit Mgr. After review and discussion a motion was made and carried to accept written report.
- b. Licensing-Licensing Statistics Report, 1 Key and 1 Non Key Gaming License and 4 Vendor Renewals submitted by Andrea Cowles, Licensing Manager. After review and discussion a motion was made and carried to accept written Licensing Statistics report. After review and discussion a

1 motion was made and carried to approve Key Gaming License # 5787;
2 Non Key Gaming License # 5790 and Vendor Gaming Licenses # 1027;
3 #1057; #1054; and #1082.

- 4 c. Director- Vince Cook. Presented Regulatory Director's Report for 05-06-
5 2011. After review and discussion, a motion was made and carried to
6 accept verbal and written report.

7 **OCR Surveillance**-Aaron Wemigwase. Presented Surveillance reports for
8 February, March and April 2011. After review and discussion a motion
9 was made to accept verbal and written reports.

10 11 **New Business/Priority Business**

- 12 a. Policy Revisions. After review and discussion a motion was made and
13 carried to approve Policy Revisions:

- 14 • PR#1210 – Dept: Revenue Audit Policy Section(s): C: Revenue
15 Outlets (A) Revenue Outlets E: Reporting; (A) Revenue Report.
- 16 • PR#1212 – Dept: Hospitality Policy Section(s): C: Purchases A:
17 Beverage Controls & C: Check signing authority.
- 18 • PR#1213 – Dept: Purchasing. Policy Section(s): A: General –
19 Purchasing Policy.
- 20 • PR#1214 – Dept: Table Games. Policy Section(s): See Attached –
21 Addition of “or designee”.
- 22 • PR#1215 – Dept: Slot. Policy Section(s): B: Key Control (E) Key
23 Retention.
- 24 • PR#1216 – Dept: Poker. Policy Section(s): A: General. (v)
25 Emergencies.
- 26 • PR#1217 – Dept: Marketing. Policy Section(s): A: General (J)
27 Promotions & (Q) Self Ban Process.
- 28 • PR#1218 – Dept: S-2, Policy Section(s): L: Dubs – Q: close watches &
29 S: Progressive Jackpots.
- 30 • PR#1219 – Dept: IT. Policy Section(s): F: Loss of Telephone Service.
- 31 • PR#1220 – Dept: Cage. Policy Section(s): Sect A: Cage Cashiers.
- 32 • PR#1221 – Dept: Quill Box/G2G. Policy Section(s): A: General.
- 33 • PR#1222 – Dept: Transportation. Policy Section(s): A: General & B:
34 Substance Abuse.
- 35 • PR#1223 – Dept: Bingo. Policy Section(s):
- 36 • PR#1224 – Dept: Executive. Policy Section(s): See Attached-Addition
37 of “or designee” following SOM/OM's.
- 38 • PR#1225 – Dept: Security. Policy Section(s): A, B, C, D, F, G, I & K.
- 39 • PR#1226 – Dept: Count. Policy Section(s): A & B
- 40 • PR#1227 – Dept: Marketing. Policy Section(s): Sect A: General
41 Addition of (D.) Electronic Point Redemption (EPR)
- 42 • PR#1228 – Dept: HR. Policy Section(s): Section A: General addition
43 of (B.) Transfer PAF's
- 44 • PR#1229 – Dept: Finance-Currency Transaction Reporting. Policy
45 Section(s): A: CTRC's, MTL's, SARC's (F.) duties & Responsibilities of
46 Acct Dept. Team members.

Next Meeting/Work Session/Training/License Hearing for Regulatory Commission - Motion made and carried to approve stipend and mileage (*and per diem; if necessary*) for any Commissioners to attend:

- Regular meeting – *May 20, 2011 - 911 Spring St, 5:30 pm, (changed from Monday, May 16th, as posted)
- Regular meeting - *June 3, 2011 – 911 Spring St, 5:30pm. (changed from Monday May 30th as posted)
- Hearing-to hold if requested by Licensing Department and approved by phone poll of commissioners as to the date and time needed.
- Work Session-to hold if requested and approved by phone poll of commissioners for any commissioner to attend as to the date; time; and purpose needed.

Adjourn - No further business at this time; a motion was made and carried to adjourn meeting at 8:03pm.

These Minutes have been read and approved at the Regular Scheduled meeting on

Submitted by: Marilyn Shananaquet Hume, Secretary/Treasurer

Date: May 7, 2011